India INX Global Access - Account Registration User Manual [For Resident Individuals]

Introduction

India INX Global Access is an investment platform that provides access to US financial markets. This user manual guides you through the complete account registration process, ensuring you have all necessary information and documents ready for a smooth onboarding experience.
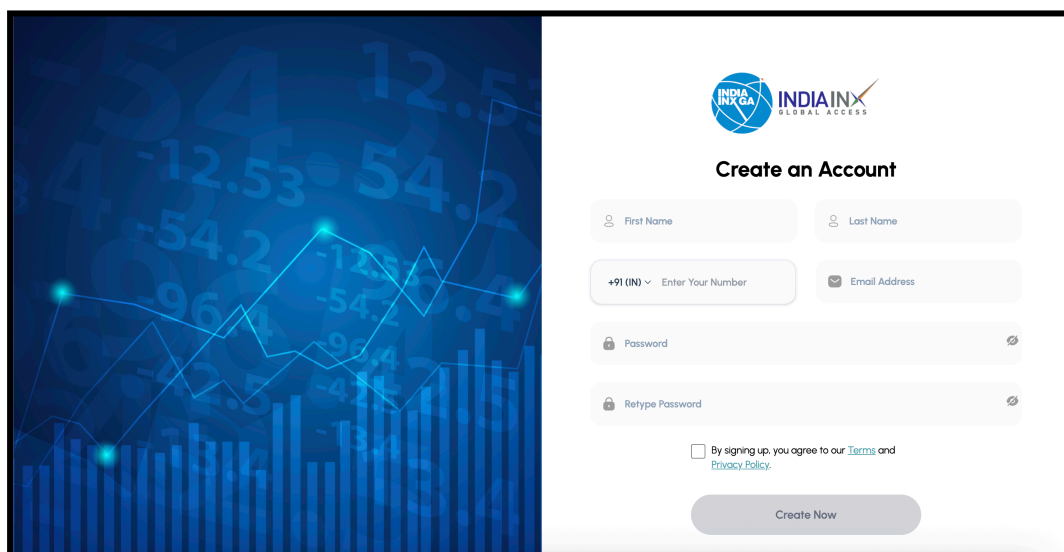
Getting Started

Before beginning the registration process, ensure you have:

- Valid email address
- Mobile phone number
- Required identification documents (see required documentation section)
- Investment details and financial information

Step-by-Step Registration Process

Step 1: Initial Account Creation

Objective: Create your basic account credentials

Required Information:

- First Name
- Last Name
- Phone Number (with country code +91 for India)
- Email Address
- Password
- Password confirmation
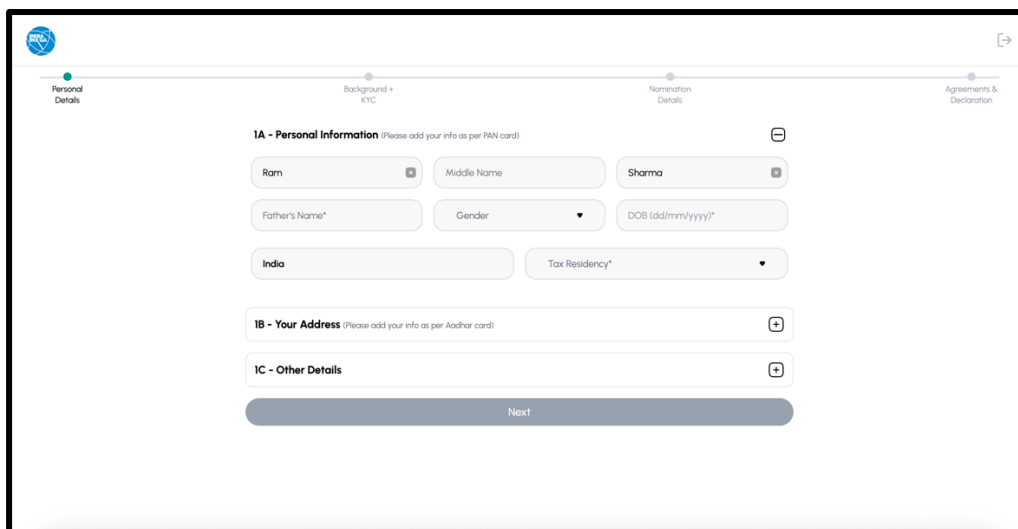
Instructions:

1. Navigate to the India INX Global Access registration page
2. Fill in your **First Name** in the designated field
3. Enter your **Last Name**
4. Select your country code (+91 for India) and enter your **mobile number**
5. Provide a valid **email address**
6. Create a strong **password** (ensure it meets security requirements)
7. **Re-type your password** for confirmation
8. Check the agreement box acknowledging you agree to the **Terms** and **Privacy Policy**
9. Click **"Create Now"** to proceed

Important Notes:

- Use your legal name as it appears on your PAN card
- Ensure phone number is active for verification purposes
- Password should contain uppercase, lowercase, numbers, and special characters

Step 2: Personal Details

Objective: Provide detailed personal information as per PAN card

Section 1A - Personal Information:

- **First Name**: Ram (pre-filled from Step 1)
- **Middle Name**: Optional field
- **Last Name**: Sharma (pre-filled from Step 1)
- **Father's Name**: Enter father's full name
- **Gender**: Select from dropdown menu
- **Date of Birth**: Enter in dd/mm/yyyy format
- **Country**: India (pre-filled)
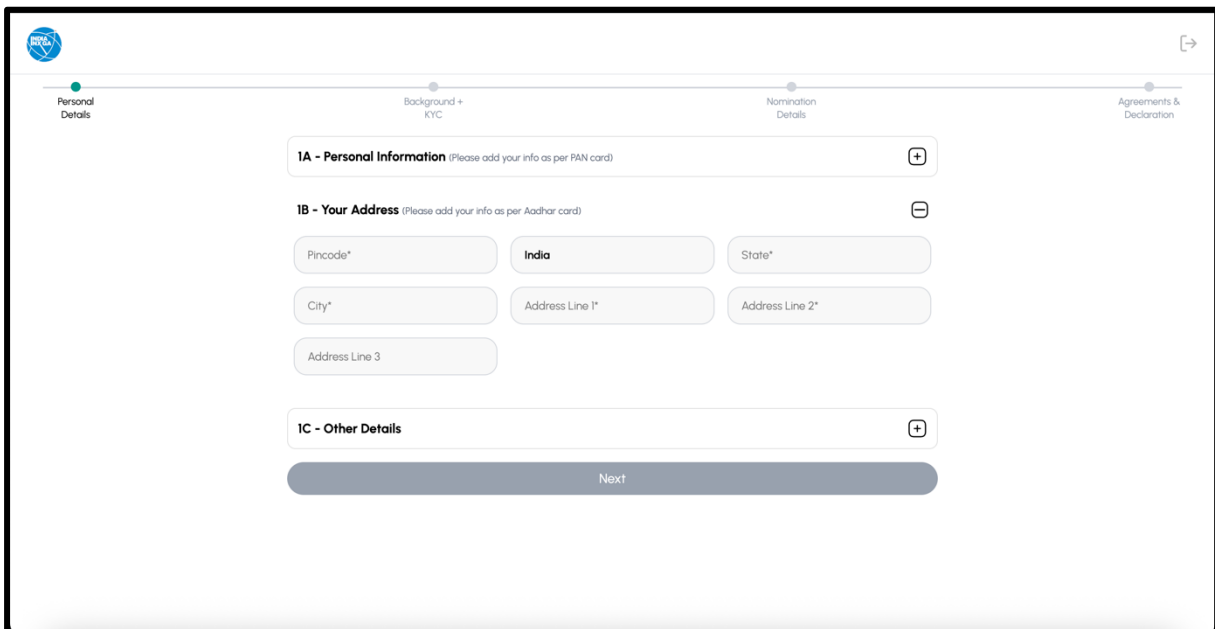- **Tax Residency**: Select from dropdown

Instructions:

1. Verify that your name fields are correctly filled
2. Enter your **father's name** exactly as it appears on your PAN card
3. Select your **gender** from the dropdown
4. Enter your **date of birth** in the specified format
5. Confirm **country** is set to India
6. Select your **tax residency** status

Section 1B - Your Address:

Objective: Provide complete address details as per Aadhar card

- This section can be expanded by clicking the "+" button
- Address information should match your Aadhar card details

Step 3: Required Address Fields:

- **Pin code**: Enter 6-digit postal code
- **Country**: India (pre-filled)
- **State**: Enter your state name

- **City**: Enter your city name
- **Address Line 1**: Primary address (house/building number, street)
- **Address Line 2**: Additional address details (area, landmark)
- **Address Line 3**: Optional additional address information

Instructions:

1. Enter your **6-digit pin code**
2. Confirm **country** is set to India
3. Type your **state** name
4. Enter your **city** name
5. Fill **Address Line 1** with house number and street
6. Add **Address Line 2** for area or landmark details
7. Use **Address Line 3** if additional address information is needed
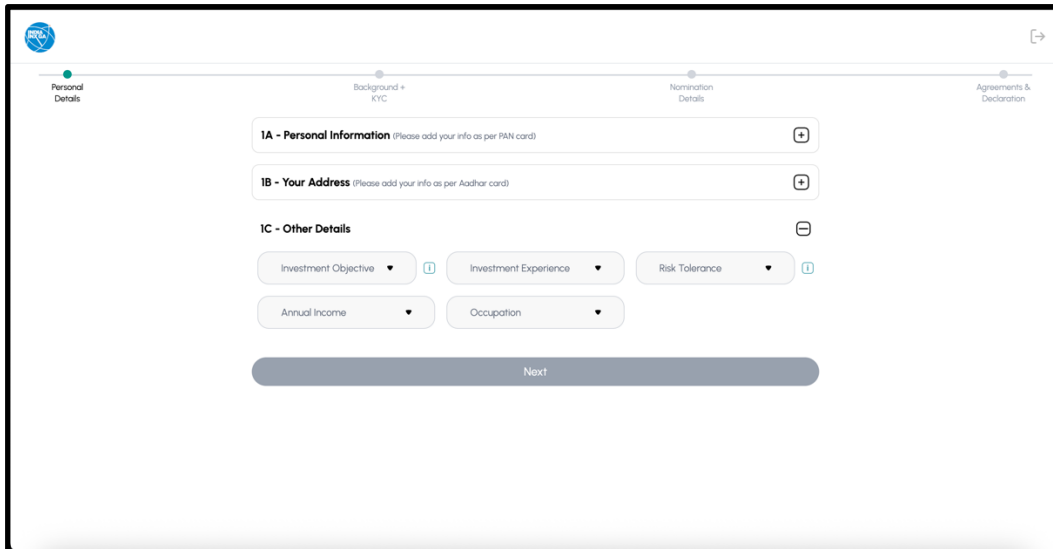
Important Notes:

- Address must match your Aadhar card exactly
- Ensure pin code is correct for proper address verification
- All mandatory fields must be completed

Section 1C - Other Details:

Objective: Define your investment preferences and financial background

- Additional personal information section
- Can be accessed by clicking the "+" button

Step 4: Investment Profile

Required Information:

- **Investment Objective**: Select from dropdown (Growth, Income, etc.)
- **Investment Experience**: Choose your experience level
- **Risk Tolerance**: Select appropriate risk level
- **Annual Income**: Choose income bracket
- **Occupation**: Select your professional category

Instructions:

1. Click dropdown for **Investment Objective** and select appropriate option
2. Choose your **Investment Experience** level from dropdown
3. Select your **Risk Tolerance** preference
4. Pick your **Annual Income** range from dropdown
5. Choose your **Occupation** category
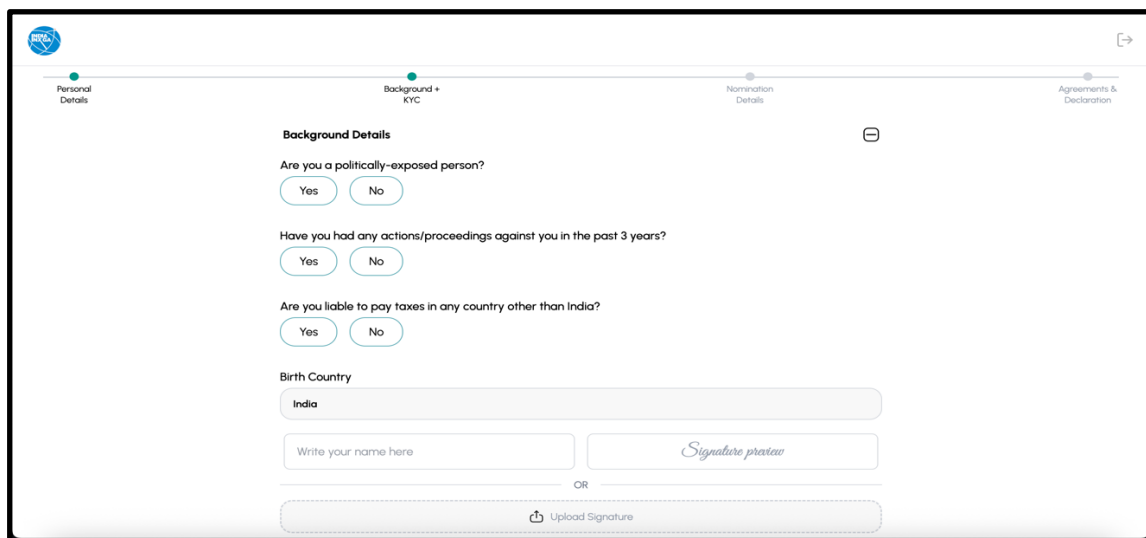
Information Icons:

- Click the "i" icons next to Investment Objective and Risk Tolerance for detailed explanations
- These provide guidance on selecting appropriate options

Navigation:

- Click **"Next"** to proceed to background verification

Step 5: Background & KYC

Objective: Complete background verification and compliance checks

Question 1: "Are you a politically-exposed person?"

- Select **"Yes"** or **"No"**
- If "Yes "PEP status affects compliance requirements

Question 2: "Have you had any actions/proceedings against you in the past 3 years?"

- Select **"Yes"** or **"No"**
- If "Yes "Include legal, regulatory, or disciplinary actions

Question 3: "Are you liable to pay taxes in any country other than India?"

- Select **"Yes"** or **"No"**
- Important for tax reporting obligations
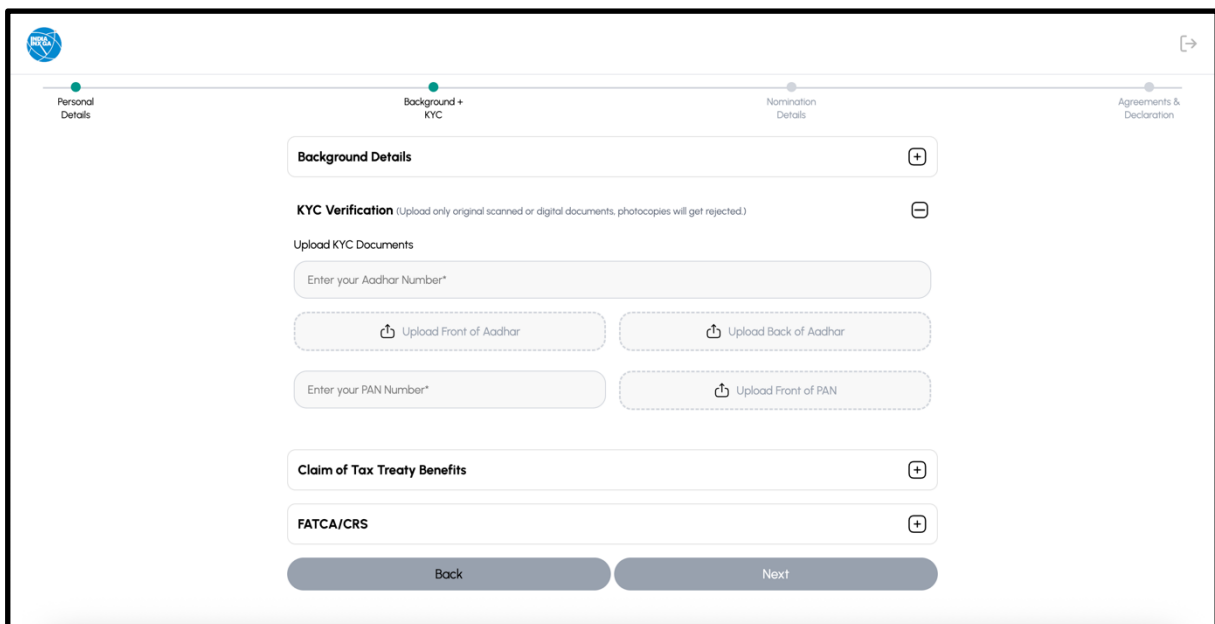
Instructions:

1. **Birth Country**: India (pre-filled)
2. **Name Field**: Enter your full name for signature
3. **Signature Preview**: Digital signature preview area
4. **Upload Option**: Alternative option to upload signature file

Navigation:

- Proceed to document upload section

Step 6: Document Upload

Objective: Upload required KYC documents for verification

KYC Verification Section:

Aadhar Card Requirements:

- **Aadhar Number**: Enter 12-digit Aadhar number
- **Upload Front of Aadhar**: Click to upload front side image
- **Upload Back of Aadhar**: Click to upload back side image

PAN Card Requirements:

- **PAN Number**: Enter 10-character PAN number
- **Upload Front of PAN**: Click to upload PAN card image

Document Guidelines:

- Upload only original scanned or digital documents
- Photocopies will be rejected
- Ensure documents are clear and readable
- All text should be visible and unobstructed

Instructions:
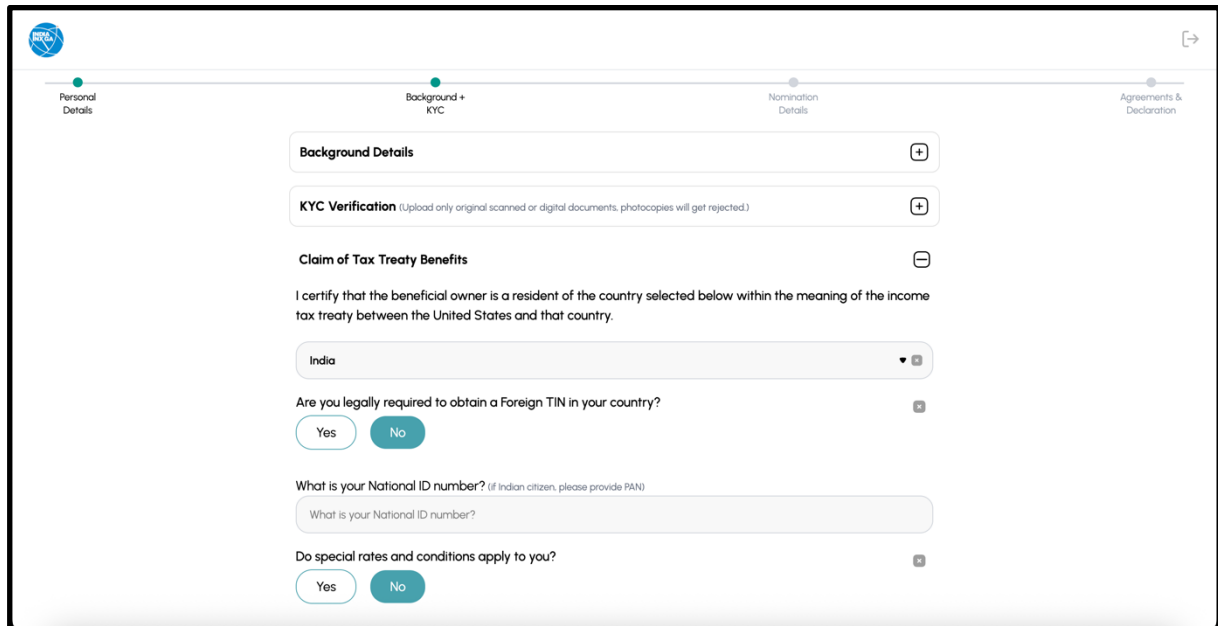
1. Enter your **12-digit Aadhar number** accurately
2. Click **"Upload Front of Aadhar"** and select clear image file
3. Click **"Upload Back of Aadhar"** and select back side image
4. Enter your **10-character PAN number**
5. Click **"Upload Front of PAN"** and select PAN card image
6. Verify all uploads are successful and documents are clear

File Format Requirements:

- Accepted formats: JPG, JPEG, PNG
- Maximum file size: 5MB per document
- Minimum resolution: 300 DPI recommended

Step 7: Tax Treaty Benefits

Objective: Claim applicable tax treaty benefits

Required Information:

- **Country Selection**: India (pre-selected)
- **Foreign TIN Requirement**: "Are you legally required to obtain a Foreign TIN in your country?"
  - Select **"Yes"** or **"No"**
- **National ID Number**: Enter your PAN for Indian citizens
- **Special Rates**: "Do special rates and conditions apply to you?"
  - Select **"Yes"** or **"No"**

Instructions:
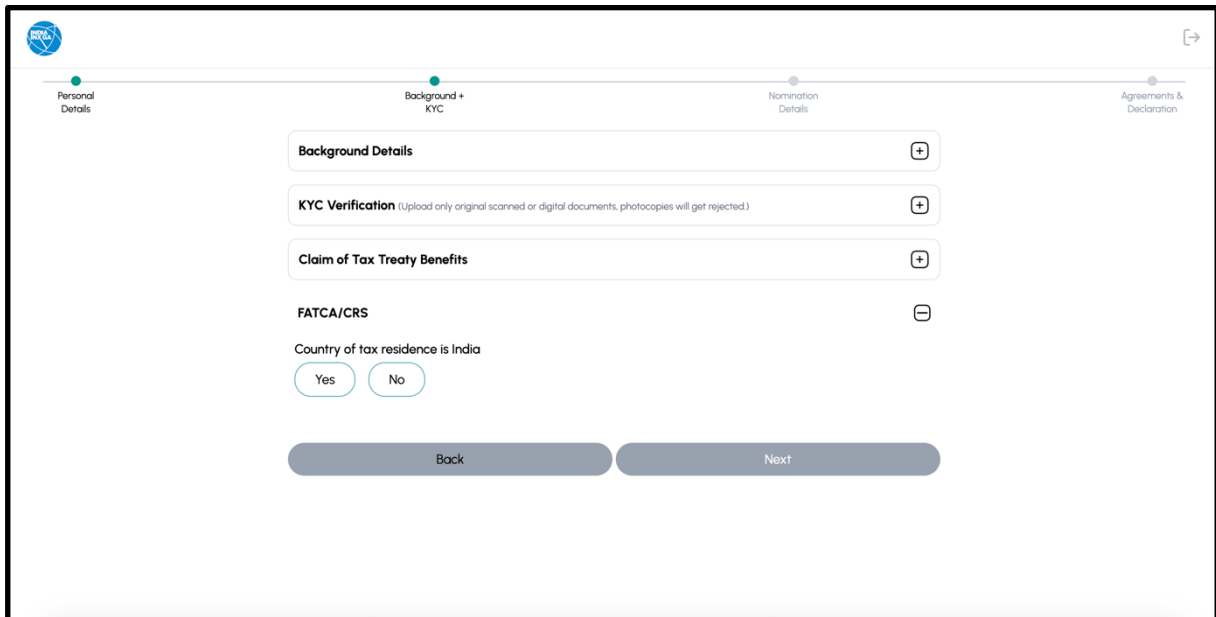
1. Confirm **India** is selected as your country
2. Answer the Foreign TIN question based on your tax obligations
3. Enter your **PAN number** in the National ID field
4. Answer whether special tax rates apply to your situation
5. Review the certification statement before proceeding

Important Notes:

- Tax treaty benefits may reduce withholding tax rates
- Accurate information is required for proper tax treatment
- Consult tax advisor if unsure about special rates

Step 8: FATCA/CRS Compliance

Objective: Complete FATCA and Common Reporting Standard compliance

FATCA/CRS Declaration:

- **Tax Residence Confirmation**: "Country of tax residence is India"
- **Confirmation**: Select **"Yes"** or **"No"** to confirm

Understanding FATCA/CRS:

- **FATCA**: Foreign Account Tax Compliance Act (US regulation)
- **CRS**: Common Reporting Standard (global tax transparency)
- Required for international investment accounts
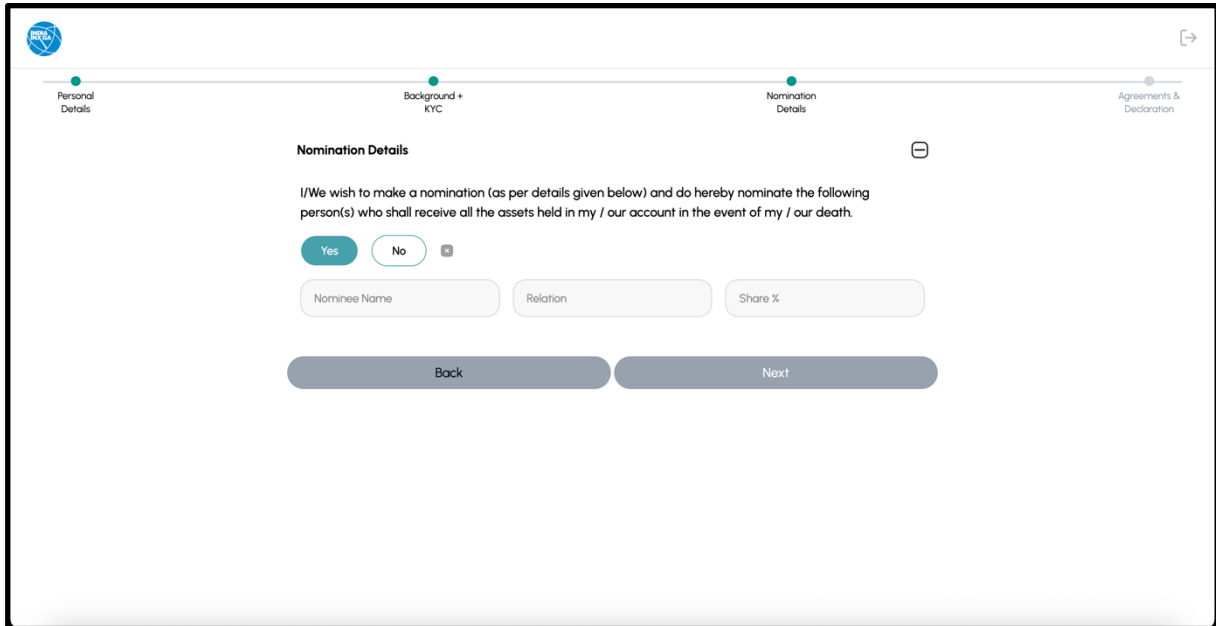
Instructions:

1. Review the statement about tax residence in India
2. Select **"Yes"** if India is your primary tax residence
3. Select **"No"** if you have tax obligations in other countries
4. Ensure accuracy as this affects reporting requirements

Navigation:

- Click **"Next"** to proceed to nomination details

Step 9: Nomination Details

Objective: Designate beneficiaries for your account

Nomination Declaration: "I/We wish to make a nomination (as per details given below) and do hereby nominate the following person(s) who shall receive all the assets held in my/our account in the event of my/our death."

Nomination Options:

- **Yes**: I wish to make a nomination
- **No**: I do not wish to make a nomination

Required Information (if Yes selected):

- **Nominee Name**: Full legal name of beneficiary
- **Relation**: Relationship to account holder
- **Share %**: Percentage of assets (must total 100% for multiple nominees)

Instructions:

1. Select **"Yes"** if you want to nominate beneficiaries
2. Enter **nominee's full name** as per their legal documents
3. Specify the **relationship** (spouse, child, parent, etc.)
4. Enter **percentage share** (use 100% for single nominee)
5. Add up to 3 nominees if desired (ensure total equals 100%)

Important Notes:

- Nomination is optional but recommended
- Nominees should be immediate family members
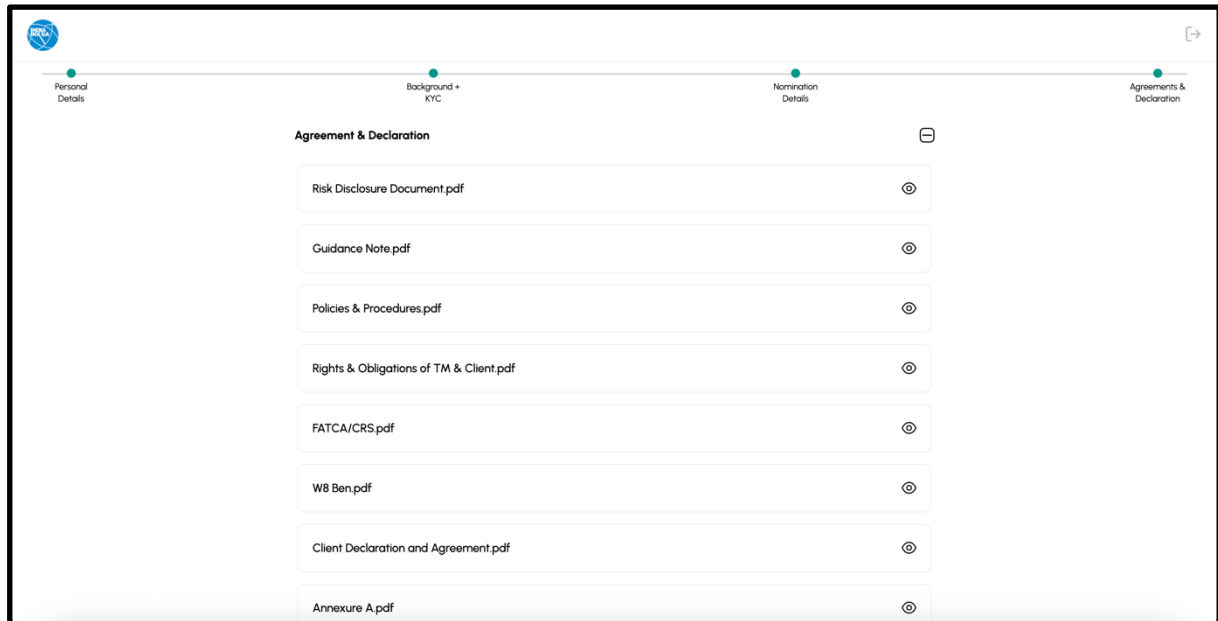- Multiple nominees can be added with different percentages
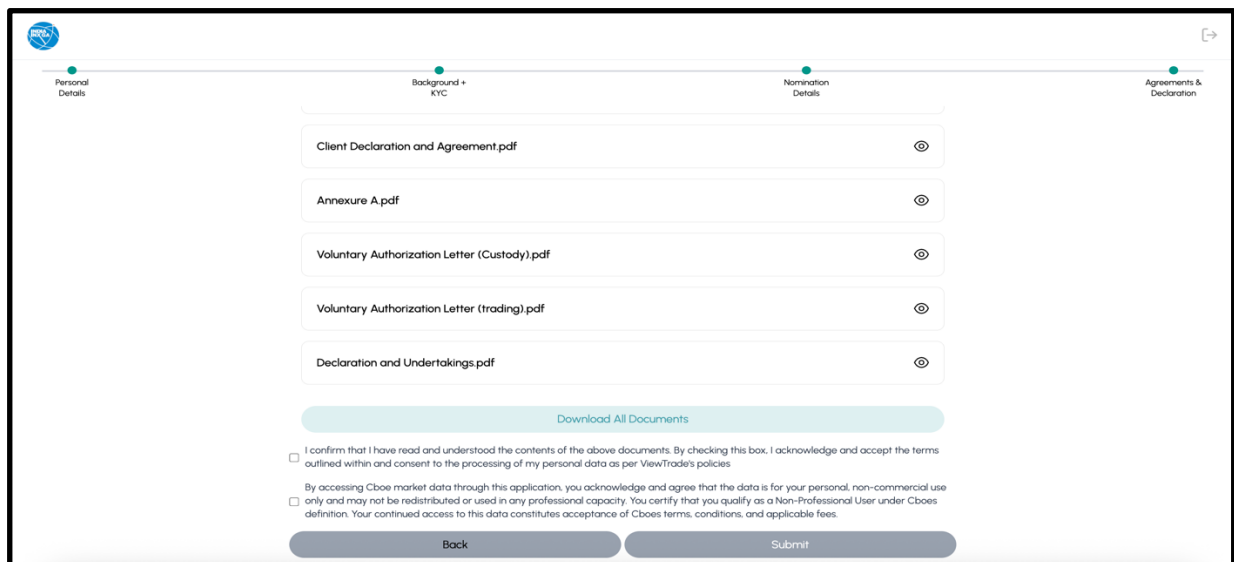
- Nomination can be changed later through proper procedures

Navigation:

- Click **"Next"** to proceed to final agreements

Step 10: Final Agreements & Declaration

Objective: Review and accept all terms and complete registration

Available Documents: The following documents are available for review:

1. **Risk Disclosure Document.pdf**
2. **Guidance Note.pdf**
3. **Policies & Procedures.pdf**
4. **Rights & Obligations of TM & Client.pdf**

5. **FATCA/CRS.pdf**
6. **W8 Ben.pdf**
7. **Client Declaration and Agreement.pdf**
8. **Annexure A.pdf**
9. **Voluntary Authorization Letter (Custody).pdf**
10. **Voluntary Authorization Letter (trading).pdf**
11. **Declaration and Undertakings.pdf**

Document Review Process:

1. Click the eye icon next to each document to view
2. **"Download All Documents"** button allows bulk download
3. Read all documents thoroughly before proceeding

Final Declarations:

Declaration 1: "I confirm that I have read and understood the contents of the above documents. By checking this box, I acknowledge and accept the terms outlined within and consent to the processing of my personal data as per ViewTrade's policies."

Declaration 2: "By accessing Cboe market data through this application, you acknowledge and agree that the data is for your personal, non-commercial use only and may not be redistributed or used in any professional capacity. You certify that you qualify as a Non-Professional User under Cboe's definition. Your continued access to this data constitutes acceptance of Cboe's terms, conditions, and applicable fees."

Final Steps:

1. Review all documents by clicking on each one
2. Download documents for your records using **"Download All Documents"**
3. Check both declaration boxes to confirm understanding and acceptance
4. Click **"Submit"** to complete your registration

Post-Submission:

- You will receive a confirmation email
- Account verification may take 2 business days in certain circumstances
- Additional documents may be requested if needed

Important Notes

- Never share your login credentials with anyone
- Use strong, and unique passwords
- For any queries and clarification regarding onboarding process, please support@indiainx.com